

REGIS COLLEGE GRIEVANCE FORM

This form is intended to be used as part of the Regis College Grievance Process. Its use presumes that the person who is initiating the process has already attempted to resolve this grievance by informal contact with the Department Head or immediate supervisor if at all possible. Should that attempt have been unsuccessful, the submission of this form will initiate formal proceedings, including a meeting of the Regis College Grievance Committee. The process is governed by the Regis College Grievance Policy, a copy of which is appended to this form. A copy of this form will be provided to the members of the Grievance Committee and to the person against whom the complaint is directed. Please note that all complaints about sexual harassment should be directed to the University of Toronto Sexual Harassment Office.

Statement of grievance:

Statement of matter(s) in dispute:

Provision or interpretation of policy violated:

Efforts made to resolve grievance:

Remedy sought:

Name of Grievor:

Signature of Grievor: _____

Date: _____

Preferred address or means of communication:

For use by the Grievance Committee:

Date grievance form received:

Name of Chair of Grievance Committee:

Signature of Chair of Grievance Committee: _____ **Date:** _____